



Phone: 02 6056 7777 Fax: 02 6056 7788
rentals@pjmurphy.com.au
69 Hovell Street, Wodonga 3690
ACN: 144 552 223 ABN: 68 144 552 223

Residential Tenancy Application

Applicant Name: _____

Other Appl: _____

NB - Your application will be only retained for 14 days
Only completed applications will be processed and notification will be by sms or phone

Property Preference:

1:	\$	pw.
2:	\$	pw.

With this application I will provide:

- Rental Receipts - Evidence of Home ownership
- Evidence of Income – ie; Payslips, Centrelink Statement
- Identity Photo Evidence – ie; Current Drivers Licence, Photo ID or Passport

- I have inspected the above property and wish to take out a full tenancy of that premises.
- I understand it is the role of the Property Manager to conduct reference and credit checks of applicants
- If accepted for the property, I agree and accept that all payments will be made in advance, in full, at either fortnightly or monthly intervals.
- I further accept that the managing Agent operates in a 'cash free' office and that the first rental payment is through rental rewards. (An information brochure will be provided).
- I have been informed and understand that a Bond is payable for the property and amounts may be deducted from this in the event of property damage caused by the tenant.
- I agree the Bond payable is equivalent to one month's rent (VIC) or four weeks rent (NSW)
- I agree to pay the Bond to the managing Agent who will deposit on my behalf to the RTBA (Residential Tenancies Bond Authority) for VIC or Rental Bond Board for NSW
- If accepted, I agree to pay one week's rent to the Managing Agent within 24 hours of acceptance, and sign a Residential Tenancy Agreement. I understand the property may not be held for me without this payment.
- I declare that I will inform the Managing Agent if I am bankrupt or an undischarged bankrupt, or associated with a business that is bankrupt, or associated with a business that is bankrupt or under administration. I accept that this does not preclude acceptance of the application, and that the info is treated confidentially.
- I declare that all information provided in this application is true and correct, and permit the Managing Agent to make independent inquiries of the information, and provide information to the Landlord for the purpose of assessing my application.
- Availability and adequacy of telephone and internet services are the responsibility of the applicant, prior to accepting tenancy of the property

Applicant Signature: _____ Date: / /



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STUDENT: (if applicable)

Name of College, TAFE / University: _____

Course: _____ Contact: _____ Phone: _____

Student Union Number _____ Student ID Number: _____

Student from: / / To: / / Income: \$ pw. _____

EMPLOYMENT:

Current Employment: _____ From: / / To: / / _____

Contact Person _____ Mobile: _____ Phone: _____

Position Held: _____ Full Time / Part Time / Casual _____

Current Income: _____ net. Per week / month _____

Previous Employment: _____ From: / / To: / / _____

Contact Person _____ Mobile: _____ Phone: _____

Position Held: _____ Full Time / Part Time / Casual _____

Previous Income: _____ net. Per week / month _____

If Self Employed:

Business Name: _____

Industry: _____ How Long: _____

Address: _____ Phone: _____

Income: \$ net. Per week / month _____

If you receive Centrelink Payments:

Type of Payment: _____

Amount Received: _____ per week / fortnight / month _____

Customer Reference Number: _____

Pension Number: _____

If you receive income from an Investment Property:

Property Address: _____ Town: _____ Postcode: _____

Amount Received: _____ per week / fortnight / month _____



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REFERENCES: (if applicable)

1. Name: _____ Relationship / Known for: _____
 Phone: _____ Mobile: _____ Work: _____

2. Name: _____ Relationship / Known for: _____
 Phone: _____ Mobile: _____ Work: _____

EMERGENCY CONTACT: (other than living with you)

Name: _____ Relationship: _____
 Address: _____
 Phone: _____ Mobile: _____ Work: _____

Free utility connection service



- ✓ **On The Move is FREE – Save Time & Energy**
- ✓ **We're CONVENIENT. Why spend hours on the phone waiting in endless call queues?**
- ✓ **We make it EASY. In a single 10 minute call you get electricity, gas, phone and more.**
- ✓ **We get you CONNECTED. We make sure you are connected on time and as planned.**
- ✓ **Focus on moving into your new home. Don't move in the dark!**

- Free Service • One Stop Shop • Quality Suppliers • No obligation

Let **On The Move** reduce your stress and save you time by arranging to connect all your services on your moving day.

Yes please call me to arrange the following services **free** of charge

WATER **ELECTRICITY** **GAS** **PHONE** **INTERNET**

N.B. To ensure your electricity connection occurs, the electricity Mains Switch must be in the "OFF" position

Ph: 1300 850 360 Fax: 1300 661 160

Property Manager _____
 Tenant Name _____
 Address _____ Postcode _____
 Connection Date: / / Is the power on? Yes or No Meter Number: _____
 Signature _____ Date: / /

Once completed please email to **sales@onthemove.com.au** or Fax to **1300 661 160**

Terms and conditions: By ticking the boxes above, you are consenting to allow On The Move to contact you to arrange your service connection. On The Move may need to disclose personal information about you to utility providers to arrange your service. On The Move and your Agent do not accept responsibility for any delay or failure to connect/disconnect your services. On The Move and your Agent may receive a benefit for arranging your services. We will provide your new telephone number to your Agent unless advised otherwise. Standard connection fees and bonds may apply. Please contact On The Move if you have not had a response within 2 hours.



Privacy Act Acknowledgement Form for Tenant Applicants & Approved Occupants

This form provides information about how we the below named agent handle your personal information, as required by the National Privacy Principles in the Privacy Act 1988, and seeks your consent to disclosures to the TICA Group of companies (TICA) in specified circumstances. If you do not consent to the disclosure of your personal information to TICA we can not process your application.

As a professional asset manager the Agent collects personal information about you. The information collected can be accessed by you by contacting our office on the above numbers or addresses.

Primary Purpose

Before a tenancy is accepted the Agent collects your personal information for the primary purpose of assessing the risk to our clients in providing you with a property you have requested to rent and if considered acceptable provide you with a tenancy for the property.

In order to assess your application the Agent may disclose your personal information to all or any of the following:

- The Lessor / Owners for approval or rejection of your application
- TICA Default Tenancy Control Pty Ltd and TICA Assist Pty Ltd to record details of your application for tenancy with the Agent and assess the risk to our clients and verify the details provided in your application.
- Referees to validate information supplied in your application
- Other Real Estate Agents or asset managers to assess the risk to our clients

The Agent may also take into account any information that is disclosed to us by TICA relating to attempts by Debt Collection Agencies, Credit Providers and related person to contact or locate you.

Secondary Purpose

The Agent also has a number of secondary purposes for collecting your information. These purposes are related to your tenancy and as such, will only become applicable if your application for this property is successful.

During and after the tenancy the Agent may disclose your personal information to

- Tradespeople to contact you for repairs and maintenance of the property.
- Tribunals or Courts having jurisdiction seeking orders or remedies.
- Debt Collection Agencies, Credit Providers and related persons to permit them to contact or locate you.
- TICA Default Tenancy Control Pty Ltd to record details of your tenancy history.
- Lessors / Owners insurer in the event of an insurance claim.
- Future rental references to other asset managers / owners.

In the event of a successful tenancy application the applicant's personal information maybe recorded in the Agent's TICA Virtual Manager System, which will allow the Agent to be advised of any future tenancy applications you make. Information regarding our data deletion practices can be advised should you wish. The TICA Virtual Manager program will monitor your tenancy applications as part of our Risk Management procedures to protect our landlord's exposure. The monitoring of your tenancy applications is not a listing on the TICA Tenancy History database. This information is information that would be available to the Agent on a truthfully completed tenancy application form.

If you fail to provide your personal information and do not consent to the uses set out above the Agent cannot properly assess the risk to our client or carry out our duties as an asset manager. Consequently the Agent cannot provide you with the property you requested to rent.

Signed by the Applicant/s

Name: _____ Signature: _____

Name: _____ Signature: _____

Date: _____



TICA Statement

As the TICA Group may collect personal information about you, the following information about the TICA Group is provided in accordance with the Australian Privacy Principles in the Privacy Act 1988.

TICA Default Tenancy Control Pty Ltd (ABN 84 087 400 379) is a tenancy database that records tenants personal information from its members including tenancy application enquiries and tenancy history. If a member chooses to run a check through the TICA System for risk management purposes, this may result in information being disclosed on your previous rental history; also your current and future managing agent/landlord being advised of your applications.

TICA Assist Pty Ltd (ABN 28137 488 503) is a database Agent that records information from Debt Collection Agencies, Mercantile Agents, Credit Providers, associated industries and related persons.

In accordance with the Australian Privacy Principles you are entitled to have access to any personal information that we may hold on any of our databases. To obtain your information from the TICA Group proof of identity will be required and can be made by any of the following ways

Phone: 190 222 0346 calls are charged at \$5.45 per minute including GST (higher from mobile or pay phone)
Mail: TICA Public [Inquiries](#) PO BOX 120, CONCORD NSW 2137 a fee of \$19.80
Online: My TICA File provides instant access via the internet for 12 months a \$44.00 subscription fee applies.

All pricing includes GST.

Primary Purpose

The TICA Group collects information from its members and provides such information to other members as a risk management system for the purpose of assessing a tenancy application. The TICA Group does not provide any information that it collects to any other individual or organisation other than its own group of companies for any other purpose other than assessing a tenancy application or risk management system or locating system other than government departments and or agencies allowed by law to obtain information from the TICA Group.

The personal information that the TICA Group may hold is as follows

Name, date of birth, [drivers](#) license number, proof of age card number and or passport number (except Australian) and address at time of making a tenancy application, comments made by a TICA member in relation to your tenancy, which members you rented through and which members you applied to and which members are seeking you.

Further Information about TICA

Full details about TICA's Privacy Policies and its deletion timeframe policies can be found on TICA's website at www.tica.com.au under Tenant Information and Privacy Policies or by contacting The TICA Group on our Helpline 190 222 0346 calls charged at \$ 5.45 per minute including GST (higher from mobile and pay phones)

If the applicant/s personal information is not provided to The TICA Group the member may not proceed with assessing the application and the applicant/s may not be provided with the rental property.